

Reference Branch -
NPIC/CSD/REF-19/67
7 August 1967

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MEMORANDUM FOR: Chief, Collateral Support Division, NPIC

SUBJECT : Statistics for Materials Handling Study

1. There are several areas of the Reference Branch which require substantial investigation within the framework of a general materials handling study.

2. We assume that the basic elements of the study will include the materials handling problem related to:

A. The rapid distribution of collateral intelligence to the PI working areas during first, second, and third phase readouts. The first two phases are of most importance because of the time constraints involved.

B. The dissemination of intelligence materials within the Center not related to the readout functions mentioned above. (e.g., the distribution of finished and "raw" intelligence reports to various operating Divisions, etc.).

C. The normal handling and processing of materials received for incorporation into our reference files (maps, PI reports, non-system photography, etc.).

3. As mentioned above, the problem which has been of prime concern to us has always been the supply of data to the photo interpreter during the OAK and MI. Various manual systems have been devised to speed up the operations but these have changed little since Steuart Building days. Included are the pre packaging of Comor jackets, briefing board packets, and bibliographies related to Comor targets. A map facility was established in PAG as well as a joint reference facility. Target overlays are still produced by the thousands. Open source and non system photography materials are virtually ignored (except those included in Collateral Support Handbooks) and it is difficult to provide photo interpretation reports to the PI areas in any meaningful time frame because of the distance from the files to the third floor.



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It goes without saying that the quality of both the OAK and MI reports could be improved if more of these materials were available.

4. Attached is a statistical summary by Section (1966) of collateral items which we feel should be included as a part of the proposed survey.

Chief, Reference Branch, CSD

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Distribution:

- Orig. & 1 - NPIC/CSD
- 2 - NPIC/CSD/REF

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Attachment No. 1

INFORMATION SECTION

Average Yearly Receipts (1966)

PI reports	9,626
Comint	10,632
RD	146
Secret	31,200
Routed	14,000
Retained	7,200
Periodicals	15,600
Routed	6,000

Processing and Organizing Collection

Books cataloged	1,200
Pamphlets processed	1,080

Circulation (May 1967)

PI reports	18,696
Comint	3,708
RD	24
Books, documents	9,120
Inter library loans	2,052
Documents requested	<u>6,828</u>

TOTAL 40,428

PHOTO RESEARCH SECTION

Statistical Breakdown of Materials Researched and Procured to Satisfy Requests

Aerial Photography	95,132 frames
Ground Photography	346,310 exposures
Motion Picture Film	864 reels
Miscellaneous	1,440 items

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PHOTO RESEARCH SECTION (Con't)Requesting Offices

NPIC Director	18
NPIC Deputy Director	38
NPIC Requirements	888
NPIC Operations Staff	7
NPIC Support Staff	35
NPIC Photographic Analysis Group	293
NPIC Technical Development Staff	1
NPIC Information Processing Div.	3
NPIC Technical Intelligence DIV.	30
NPIC Publications Div.	11
NPIC Chief/Collateral Support Div.	6
NPIC CSD/Research Branch	545
NPIC CSD/Reference Branch	146
CIA Imagery Analysis Staff	418
DIA NPIC Detachment (DIAXX-4)	7
DIA DIAAP-1P Detachment	185
ARMY Special Activities Div.	30
NSA REP/NPIC	5

TOTAL 2,666

BRIEFING AIDS UNIT

(Input)

Briefing Aids Processed	10,000
Requests for Services	1,335
Briefing Aids Used	33,350

REPORTS ANALYSIS SECTION

Photomosaics

Requests 422

Reproductions 55,453

Minicard Reproductions (Reports)

Requests 399

Reproductions 6,870

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REPORTS ANALYSIS SECTION (Con't)Minicard Bibliographies *See here*

Requests 375

Listings 495

Minicard/Computer Listings

Requests 91

Listings 332

All Source Listings *Bibliography
PI Report*

Requests 634

Listings 1,883

MAP SECTION

Maps

ReceivedIssuedPurged

173,492

98,451

16,363

Target packets made

5,835

Target packets issued

25,500

(used more than once)

Pieces of matl contained in ea. packet

4

Packets used per KH-4 Mission

1,900

Packets used per KH-7 Mission

1,575

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Target briefs handled per year
(included in packet)

36,952